



Technical Officer Schools

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| Position number | Generic |
| Agreement | Department of Education (School Support Officers) CSA Agreement 2019 or as replaced |
| Classification | Level 2 |
| Reports to | Manager Corporate Services |
| Direct reports | Nil |

Context

Information about the particular school or college in which the vacancy is being advertised is available on [Schools Online](#)

For further information about the Department of Education please visit education.wa.edu.au

Key responsibilities

- Liaise with and assist school professional staff to design therapeutic and support/restraint equipment used by staff and students.
- Construct, repair and operate therapeutic and support/restraint equipment.
- Purchase consumables and materials related to the construction and maintenance of therapeutic and support/restraint equipment.
- Monitor and maintain the school's plant and machinery, specifically in relation to swimming pools and/or spas to required safety standards.
- Develop and maintain a maintenance plan and routinely records maintenance activities.
- Monitor and maintain swimming pool and/or spa water quality, equipment and signage in accordance with Government standards, policies and guidelines.
- Ensure plant and machinery and related work site areas are kept securely locked, free from hazard and safe from intrusion.
- Manage the budget relating to plant, machinery, equipment and chemicals as required.
- Ensure safety equipment such as fire extinguishers, rescue equipment and first aid supplies are appropriate and easily located.

Selection criteria

1. Demonstrated experience and competency in plant/machinery maintenance and building or construction involving plastics, electronics or electrical applications or a related discipline.

2. Demonstrated understanding and application of the Occupational Safety and Health Act requirements relevant to the work area.
3. Demonstrated good communication and interpersonal skills and ability to work effectively in a team.
4. Demonstrated organisational skills and ability to work with minimal supervision.

Eligibility and training requirements

Employees will be required to:

- hold a relevant qualification in Pool Operations or equivalent experience
- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within three months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

Certification

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

ENDORSED

Date 3 February 2022
Reference D22/0056361